



City of Fayetteville

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MAYOR
Edward Johnson

COUNCIL
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Harlan Shirley
James B. Williams

CITY MANAGER
Ray Gibson

CITY CLERK
Anne Barksdale

January 12, 2016

TO: Honorable Mayor and City Council

FROM: Ray Gibson, AICP, City Manager

SUBJECT: CITY MANAGER'S WEEKLY REPORT: January 4th through January 10th

CITY ADMINISTRATION

- Assisted with Meals on Wheels route delivery with other management staff which is done on a weekly basis.
- Held a meeting with Mayor Ed Johnson to discuss the agenda for the City Council inauguration event to take place on the evening of Tuesday, January 5th.
- Reviewed proposals from five firms regarding the Health Brokerage Services RFP. A recommendation will be made to Council in February, after interviews with each of the firms has been completed.
- Continued to review the 108 page Competitive Realities Report prepared by Garner Economics as part of the City's Economic Development Plan/Strategy.
- Dealt with issues regarding an alcohol license application by Starbucks located at 856 Highway 85 South.
- Attended the City Council Inauguration ceremony on Tuesday, January 5th at the north campus of New Hope Baptist Church from 6:00 PM to 8:00 PM.
- Held a staff meeting with the management team on the morning of Wednesday, January 6th.
- Held a staff meeting on the afternoon of Wednesday, January 6th to discuss a SPLOST project list to be submitted to Fayette County by January 15th. This is just a broad project list that would have to become more specific if the County decides to support a SPLOST referendum in 2016.
- Attended the Villages Subdivision HOA Committee Meeting to discuss solutions regarding fire access. The general consensus was to have the City move forward with an on-street parking ordinance that is city-wide. Another HOA meeting will be scheduled in the near future.
- Attended a kick-off meeting via conference call with Tyler Technologies to discuss implementation plans for the new financial software. Also in attendance were Finance & Administrative Services Director Mike Bush, Assistant Director Carleetha Talmadge, and IT Director Kelvin Joiner.

- Watched the 2016 Georgia Municipal Association Legislative Preview webinar on Thursday, January 7th.
- Attended the Regularly Scheduled City Council Meeting on Thursday, January 7th at 7:00 PM.
- Attended a government liaison meeting at the Chamber of Commerce on January 8th to hear a presentation from Fayette County's state delegation members.
- Revised wording on a flyer to be mailed out to City residents regarding recycling services. The customers who currently receive garbage collection and recycling collection on different days will, as of February 1st, have both garbage and recycling picked up on the same day. This involves only a small number of City customers and the flyer will only be sent to those who are affected.

FINANCE & ADMINISTRATIVE SERVICES

Finance

- Continued to work with Auditor's on closing out FY2015.
- Continued working on year-end submissions to State such as CAFR stats and DCA Reports.
- Held a Finance staff meeting.
- Attended the kick-off meeting concerning financial software with Tyler Technologies.

Accounts Payable

- Keyed payment data for 112 invoices and processed payments to 65 vendors.
- Prepared 73 current week checks for pick up/mailing.
- Reviewed current incoming invoices and receivables.

Occupational Tax

- Received six (6) new business applications.
- Issued two (2) new business licenses.
- Collected \$28,431.40 for 2015 new and delinquent licenses.
- Collected \$0 from the Hotel/Motel Tax.
- Collected \$3,250.06 from the Alcohol Beverage Sales.
- Collected \$9,630.80 from the Beer, Wine & Liquor Tax.
- Entered payments into the A/S 400 System.
- Submitted the financial post, edit and balance report.

Utility Billing

- Assessed late fees to delinquent accounts.
- Received \$31,222.22 in Sanitation and Stormwater revenues.
- Established new Water and Sewer service for forty-four (44) new customers.
- Billed out for 1,617 customers.
- Issued 0 Purchase Orders.
- Received \$100,525.95 in Water and Sewer revenues.
- Pilot Program – Delinquent Accounts Callout
 - Cut off report generated for cycle 5 on 01/06/16 produced 85 delinquent accounts.

- Out of the 85 accounts, 53 accounts called and 32 received a tag through the mail given that they could not be reached by phone.
- Account Clerks received about 10 calls regarding the accounts.
- As of 01/11/15 55 appear on the cutoff list for 01/13/16.

Human Resources

- Personnel Issues
- Employment Opportunities
 - Fire Fighter (All Levels) – Open until filled
- Resumes from Week of January 4 - 8
 - Fire Fighter: 1
- Met with new Council Members to get them in the City system.
- Reviewed the GMEBS contract submitted to the City.

Court

- # of citations received: 162
- # of warrants issued (FTA & VOP): 10
- # of citations (FTA) sent to DDS: 30
- # of scheduled arraignment cases: 135
- # of scheduled trial cases: 29
- Total amount collected for the week: \$52,821.51

Information Technology

- GIS Projects
 - Made planning and zoning map corrections as requested.
 - Created maps for the Planning and Zoning Department.
 - Attended a Network Analyst Training Class.
- Technology Projects
 - New financial software system planning.
 - Completed the installation and set-up the TV for customers in the finance lobby area.
 - Purchased and set-up the new fire training room TV.
- Police Technology Projects
 - Completed the ICOP system upgrade.
 - Archived body camera videos.
- Open Records Request
 - DVD Request of Traffic Stops and Investigations: **21**
- Web Site Visits for the Week
 - Total Pages Viewed: **10,784**
 - Total Unique Pages: Viewed **7,862** (Excludes Repeated Pages viewed)
- Average Time Spent on Each Page: **55 Seconds**
- Top 10 City Web Pages

1.	Official Website Main Page	1,936	17.95%
2.	Jobs	745	6.91%
3.	Government	411	3.81%
4.	Residents	305	2.83%

5.	On-Line Payments	295	2.74%
6.	Events	281	2.61%
7.	Municipal Court	278	2.58%
8.	Search Results	277	2.57%
9.	Mayor and Council	272	2.52%
10.	City Departments	265	2.46%

COMMUNITY & ECONOMIC DEVELOPMENT

Economic Development

- Completed initial review of the “Optimal Business Targets” draft received from Garner Economics. The targets are based on conclusions derived from the “Competitive Realities Report” (CRR) which analyzed the findings from the focus groups, online surveys, and tour of the city.
- Discussed potential projects for a future SPLOST.

Planning & Zoning

- Dialogue with the County to discuss reverse-angle parking plan on the Courthouse square. Will need their blessing before beginning the study.
- Received an email from Thomas Lamb (small parcel annexed/zoned PCD in 2015) essentially asking for relief from conditions of annexation/zoning. Staff is preparing response.
- Received inquiry about building a RaceTrac gas station at the Highway 54/Veterans Parkway intersection.
- Continued discussions with the architects for Holiday Inn Express and will be meeting with CADDIS healthcare on elevation and site plans for their respective projects in the City.
- Reviewed multiple sign applications for compliance with the City Code.
- Handled multiple customer/public inquiries for zoning uses.

Main Street

- Planning for the 2016 event calendar.
- Prepared for the 2016 concert series ticket marketing and outreach.
- Continued coordination with Atlanta Gas Light regarding repairs and relocation of the gas meter for the Train Depot. Installation began January 8 and will be completed next week.
- Continued negotiations/contracts with artists for the 2016 summer concerts. 80% completed.

DDA

- Downtown mural continued to be 99% completed.
- Began ADA compliance discussions at the 101 S. Glynn Street building.

Building

- Number of Building Inspections Performed: **36**
- Number of Permits Issued: **12**
 - **4: Building**
 - Commercial Repair/Remodel: **2**
 - Commercial New: **0**
 - Residential Repair/Remodel: **1**
 - Residential New: **1**
 - **0: Demolition**
 - **2: Mechanical**
 - **0: Utility Restoration**
 - **2: Foundation Only**
 - **2: Electrical**
 - **2: Plumbing**
- Plans Received: **3**
 - Commercial Repair/Remodel: **2**
 - Commercial New: **0**
 - Residential Repair/Remodel: **0**
 - Residential New: **1**
- Training/Certification Updates:
 - Miguel Pabon signed up for the commercial plumbing inspection examination preparation course.
 - Julie Brown and Greg Taliercio continue to attend the Management Development Program (MDP) offered through the CVIOG.

PUBLIC SERVICES (Sanitation, Stormwater, Water, Waste Water/Sewer, Public Works)

Public Works

- Cleaned City Hall and the Police Department. The City will be putting out an RFP in the near future to contract with a cleaning company for these services.
- Pulled down the Christmas lights in the downtown area.

Sewage Department

- Average daily flow treated is 2.560 million gallons per day.
- Performed weekly maintenance at 25 lift stations sites.

Stormwater

- Filled-in holes around catch basins from heavy rainfall that occurred the previous week.
- Checked storm drains city-wide for possible obstructions after the heavy rain events.

Water Department

- Average daily flow of 1.137 of system demand.
- Repaired one (1) water main leak on Lee Street.

Utility Locates

- Located the water and sewer for 32 utility locate tickets.

POLICE DEPARTMENT

Among the numerous calls for service the **Patrol Division** handles; these are some of the highlights:

- **Person Shot:** Piedmont Fayette Hospital. A young black male was driven to Piedmont Fayette Hospital after being found lying on the ground in a subdivision in Fulton County. FVPD talked to the complainant and contacted Fulton County Police.
- **Fraud:** Flash Foods North. An employee had been scraping off the numbers on the back of tickets to find winning tickets. She would then purchase the winning tickets and sell the losing tickets to customers. This has been occurring for several months. Warrants pending.
- **Stolen Vehicle Recovered:** Cobblestone Apartments. A stolen vehicle out of Connecticut was located at the cobblestone apartment complex. No one was inside the vehicle at the time of recovery. The vehicle was towed and Connecticut State Police was contacted.
- **Entering Auto:** Olive Garden. A vehicle parked in the parking lot was entered and miscellaneous items taken from the vehicle. CID notified
- **Entering Auto:** Kohl's. A vehicle parked in the parking lot (Ga. Hwy 314 side) was entered and miscellaneous items taken from the vehicle. CID notified
- **Theft:** 230 Carriage Chase. The resident reported several hundred dollars stolen from his home. Numerous individuals were inside the home. His attorney was contacted to assist in the investigation.
- **Damage to Property:** 335 Hood Avenue. A deer had become injured jumping the iron fence. Officers disposed of the deer and in the process damaged some of the fence. Homeowner was notified and a damage report was generated. City Hall was notified and handled the matter.
- **Entering Auto:** 150 Tana Drive. A vehicle was entered without permission in the driveway overnight. The vehicle was not locked at the time of the incident. Miscellaneous items were taken from the vehicle.
- **Theft:** 115 York Lane. Two hover boards were taken from the resident, later recovered in the parking lot of TJ Maxx. The hover boards were returned. Parents did not want to prosecute.
- **Warrant Service:** 120 Petty Lane. A subject was arrested for an outstanding warrant after fleeing from Officers two days prior.
- **Suspicious Person:** 185 Buckeye Lane. An unknown person tried to enter the back door of the residence. Damage was observed to the door frame. Entry was not made into the residence.
- **Burglary:** 300 Sharon Drive. Entry was made through the Kitchen Window (unlocked). Resident was not at home. Items taken: laptop, safe, hand gun, and coins. CID notified.
- **Burglary:** 127 Pavilion Parkway (Beauty World). Front door glass shattered by a brick. An officer assigned to the pavilion heard the glass break and went toward the location. He observed a male subject run from the building carrying a box of stolen

merchandise jump into a red vehicle. The Officer initiated a pursuit of the vehicle traveling north on Ga. Hwy 314. The Officer cancelled the pursuit because of the high speed. CID notified. Approximately 20 bags of hair weaves were taken. Valued at \$100.00 each.

- Numerous arrests for shoplifting at Wal-Mart (3), JC Penney's (1), Marshalls (1), and Sooky Wigs (3).
- Numerous traffic accidents. 1 injury reported. None serious
- Numerous traffic related arrests for DUI (5), driving on suspended license (7), and possession of Narcotics (4) and wanted persons located (3).

Community Events

- Officers attended the Oath of Office Ceremony for the new Mayor and Council members.

Training Division

- One detective is attending training at the Fulton County Training Center.

Criminal Investigations

- Detectives continued with a surveillance operation the past week in reference to an on-going larceny case.
- Detectives responded to a burglary report on Sharon Drive and Pavilion Parkway.
- Weekly Stats:
 - Investigations assigned **8** cases this week.
 - Investigations cleared **9** cases this week.
 - **2** Call outs for investigators this week.
 - **1** Call outs for CID Supervisor's this week
 - **2** Call outs for crime scene investigators this week.

Warrants

- Warrant officers conducted two pick-ups out of the county and handled several administrative duties during this week.
- Weekly Stats:

• Bailiff Hours: 8	Code 5: 5
• Supplemental: 21	Arrest: 4
• Warrants Served: 4	Person Contacts: 3
• Warrants Re-Called: 2	Warrant Entry: 17
• Fines/Forfeiture: \$ 2,986.00	Court Transports: 3

School Resource Officer

- No incidents to report.

Office of Professional Standards

- OPS Personnel continue to make preparations for the upcoming Active Shooter Class.

- The front office answered 168 phone calls, handled 80 walk-ins, referred 243 accident and 12 incident reports, processed 22 alcohol IDs and 4 impound releases, ran 5 backgrounds, 17 tags, and 18 VINs.

FIRE DEPARTMENT

Operations

Operations

- Incidents: Units responded to 81 emergency calls for service during the week.
- Volunteer: The January 4th volunteer meeting was held at Station 91.
- Incidents: At 6:26 PM on Wednesday, January 6th, fire units were dispatched to a report of a commercial building fire at 460 North Glynn Street (Checkers Restaurant). Units arrived to a haze of smoke in the interior of the building. Crews searched the building for the source, locating a small amount of smoke and fire in some recessed lighting fixtures behind glass blocks on the exterior corner of the building. Crews had to remove several glass blocks to access and extinguish the fire. Crews continued to operate on the scene for over an hour, opening up multiple void spaces adjacent to the fire to ensure no extension.
- Projects: Attended a committee meeting with The Villages homeowner group to discuss emergency vehicle access issues.